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Fifth session
Bonn, 25 October - 5 November 1999
Item 2 (c) and (f) of the provisional agenda

PROVISIONAL AGENDAS FOR THE CONFERENCE OF THE PARTIES AND ITS SUBSIDIARY BODIES

Note by the Executive Secretary

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* Including the eleventh sessions of the Subsidiary Body for Scientific and Technological Advice and the Subsidiary Body for Implementation.

GE.99-65511

I. PROVISIONAL AGENDA FOR THE CONFERENCE OF THE PARTIES AT ITS FIFTH SESSION

1. The provisional agenda for the fifth session of the Conference of the Parties, proposed in agreement with the President in accordance with rule 9 of the draft rules of procedure being applied,[1] is as follows:

1. Opening of the session:

   (a) Statement by the President of the Conference at its fourth session;

   (b) Election of the President of the Conference at its fifth session;

   (c) Statement by the President;

   (d) Addresses of welcome;

   (e) Statement by the Executive Secretary.

2. Organizational matters:

   (a) Status of ratification of the Convention and its Kyoto Protocol;

   (b) Adoption of the rules of procedure;

   (c) Adoption of the agenda;

   (d) Election of officers other than the President;

   (e) Admission of organizations as observers;

   (f) Organization of work, including the sessions of the subsidiary bodies;

   (g) Date and venue of the sixth session of the Conference of the Parties;[2]

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[1] See document FCCC/CP/1996/2.

[2] The Conference will consider this sub-item upon receiving reports on progress made and any decisions recommended by the subsidiary bodies at their tenth and eleventh sessions.

(h) Calendar of meetings of Convention bodies, 2000-2003;[3]

(i) Adoption of the report on credentials.

3. Reports of subsidiary bodies:

(a) Report of the Subsidiary Body for Scientific and Technological Advice;

(b) Report of the Subsidiary Body for Implementation.

4. Review of the implementation of commitments and of other provisions of the Convention:[4]

(a) National communications from Parties included in Annex I to the Convention;

(b) National communications from Parties not included in Annex I to the Convention;

(c) Report of the Global Environment Facility to the Conference;

(d) Capacity-building;

(e) Development and transfer of technologies (decision 4/CP.4);

(f) Implementation of Article 4, paragraphs 8 and 9, of the Convention (decision 3/CP.3 and Article 2, paragraph 3, and Article 3, paragraph 14, of the Kyoto Protocol);

(g) Activities implemented jointly under the pilot phase (decision 6/CP.4);

(h) Other matters referred to the Conference of the Parties by the subsidiary bodies at their eleventh sessions.

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[3] See note 2.

[4] See note 2.

5. Second review of the adequacy of Article 4, paragraph 2 (a) and (b), of the Convention.[5]

6. Proposals to amend the lists in Annexes I and II to the Convention:

   (a) Review of information and possible decisions under Article 4, paragraph 2(f): proposals to remove Turkey from the lists in Annexes I and II;

   (b) Amendment proposed by Kazakhstan: to add its name to the list in Annex I.

7. Preparations for the first session of the Conference of the Parties serving as the meeting of the Parties to the Kyoto Protocol (decision 8/CP.4):[6]

   (a) Matters relating to land-use, land-use change and forestry;

   (b) Work programme on mechanisms (decision 7/CP.4);

   (c) Procedures and mechanisms relating to compliance under the Kyoto Protocol;

   (d) Impact of single projects on emissions in the commitment period (decision 16/CP.4);

   (e) National systems, adjustments and guidelines under Articles 5, 7 and 8 of the Kyoto Protocol.

8. Administrative and financial matters:[7]

   (a) Programme budget for the biennium 2000-2001;

   (b) Income and budget performance in the biennium 1998-1999;

   (c) Arrangements for administrative support to the Convention;

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[5] At COP 4, it "proved impossible to reach any agreed conclusions or decisions" on this matter (FCCC/CP/1998/16, para. 64). Item 5 is therefore included here in accordance with rule 16 of the draft rules of procedure being applied, which provides that "any item of the agenda of an ordinary session, consideration of which has not been completed at the session, shall be included automatically in the agenda of the next ordinary session, unless otherwise decided by the Conference of the Parties".

[6] See note 2.

[7] See note 2.

(d) Institutional linkage of the Convention secretariat to the United Nations;

(e) Implementation of the Headquarters Agreement.

9. High-level segment attended by ministers and other heads of delegation:

(a) Opening of the high-level segment;

(b) Policy statements;

(c) Exchange of views among participants.

10. Other statements:

(a) Statements by observer States;

(b) Statements by intergovernmental organizations;

(c) Statements by non-governmental organizations.

11. Other matters.

12. Conclusion of the session:

(a) Adoption of the report of the Conference of the Parties on its fifth session;

(b) Closure of the session.

II. PROVISIONAL AGENDA FOR THE SUBSIDIARY BODY FOR SCIENTIFIC AND TECHNOLOGICAL ADVICE AT ITS ELEVENTH SESSION[8]

2. The provisional agenda for the eleventh session of the Subsidiary Body for Scientific and Technological Advice, proposed after consultation with the Chairman, is as follows:

1. Opening of the session.

2. Organizational matters:

(a) Adoption of the agenda;

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[8] Items 3, 4, 5, 6 and 7 will be considered jointly with the Subsidiary Body for Implementation.

(b) Organization of the work of the session;

(c) Election of officers.

3. Implementation of Article 4, paragraphs 8 and 9, of the Convention (decision 3/CP.3 and Article 2, paragraph 3, and Article 3, paragraph 14, of the Kyoto Protocol).

4. Procedures and mechanisms relating to compliance under the Kyoto Protocol.

5. Activities implemented jointly under the pilot phase.

6. Mechanisms pursuant to Articles 6, 12 and 17 of the Kyoto Protocol.

7. Capacity-building.

8. National communications from Parties included in Annex I to the Convention:[9]

(a) Guidelines for the preparation of national communications;

(b) "Best practices" in policies and measures.

9. Methodological issues:

(a) Land-use, land-use change and forestry;

(b) National systems, adjustments and guidelines under Articles 5, 7 and 8 of the Kyoto Protocol;

(c) Emissions resulting from fuel used for international transportation;

(d) Impact of single projects on emissions in the commitment period (decision 16/CP.4);

(e) Scientific and methodological aspects of the proposal by Brazil;

(f) Other matters.

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[9] See also item 8 of the provisional agenda for the Subsidiary Body for Implementation.

10. Development and transfer of technologies:

    (a) Status of the consultative process (decision 4/CP.4);

    (b) Ways and means of limiting emissions of hydrofluorocarbons and perfluorocarbons;

    (c) Coastal adaptation technologies;

    (d) Other matters.

11. Cooperation with relevant international organizations.

    (a) Scientific organizations;

    (b) United Nations bodies;

    (c) Other conventions.

12. Research and systematic observation.

13. Roster of experts nominated by Parties.

14. Report on the session.

III. PROVISIONAL AGENDA FOR THE SUBSIDIARY BODY FOR IMPLEMENTATION AT ITS ELEVENTH SESSION[10]

3. The provisional agenda for the eleventh session of the Subsidiary Body for Implementation (SBI), proposed after consultation with the Chairman, is as follows:

1. Opening of the session.

2. Organizational matters:

    (a) Adoption of the agenda;

    (b) Organization of the work of the session;

    (c) Election of officers.

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[10] Items 3, 4, 5, 6 and 7 will be considered jointly with the Subsidiary Body for Scientific and Technological Advice.

3. Implementation of Article 4, paragraphs 8 and 9, of the Convention (decision 3/CP.3 and Article 2, paragraph 3, and Article 3, paragraph 14, of the Kyoto Protocol).

4. Procedures and mechanisms relating to compliance under the Kyoto Protocol.

5. Activities implemented jointly under the pilot phase.

6. Mechanisms pursuant to Articles 6, 12 and 17 of the Kyoto Protocol.

7. Capacity-building.

8. National communications from Parties included in Annex I to the Convention:[11]

   (a) Greenhouse gas inventory data, 1990-1997;

   (b) Guidelines for the technical reviews of GHG inventories;

   (c) Matters referred by the Subsidiary Body for Scientific and Technological Advice.

9. National communications from Parties not included in Annex I to the Convention:

   (a) Matters related to the consideration of non-Annex I Party communications;

   (b) Provision of financial and technical support.

10. Financial mechanism:

   (a) Report of the Global Environment Facility to the Conference of the Parties;

   (b) Input from Parties to the review by the Global Environment Facility of enabling activities.

11. Arrangements for intergovernmental meetings:

   (a) Improving the intergovernmental process;

   (b) Date and venue of the sixth session of the Conference of the Parties;

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[11] See also item 8 of the provisional agenda for the Subsidiary Body for Scientific and Technological Advice.

(c) Calendar of meetings of Convention bodies, 2000-2003.

12. Administrative and financial matters:

(a) Programme budget for the biennium 2000-2001;

(b) Income and budget performance in the biennium 1998-1999;

(c) Arrangements for administrative support to the Convention;

(d) Institutional linkage of the Convention secretariat to the United Nations;

(e) Implementation of the Headquarters Agreement.

13. Report on the session.

IV. TENTATIVE SCHEDULE OF MEETINGS

DATE & TIME	PLENARY	SBSTA	SBI
Monday, 25 October			
10 a.m. - 11 a.m.	Item 1 Opening of the session: (a) Statement by the President of COP 4 (b) Election of the President of COP 5 (c) Statement by the President (d) Addresses of welcome (e) Statement by the Executive Secretary		
11 a.m. - 1 p.m.	Item 2 Organizational matters: (a) Status of ratification of the Convention and its Kyoto Protocol (b) Adoption of the rules of procedure (c) Adoption of the agenda (d) Election of officers other than the President (e) Admission of organizations as observers (f) Organization of work Item 3 Reports of the subsidiary bodies: (a) Report of the SBSTA (b) Report of the SBI Item 8 Administrative and financial matters: (d) Institutional linkage of the secretariat Item 11 Other matters		
3 p.m. - 6 p.m.	*Informal consultations arising from the plenary as needed*	**(4 p.m.)** Item 1 Opening of the session Item 2 Organizational matters Item 8 Communications from Annex I Parties: (a) Guidelines for the preparation of communications Item 9 Methodological issues: (a) Land-use, land-use change and forestry	**(3 p.m)** Item 1 Opening of the session Item 2 Organizational matters Item 9 Communications from non-Annex I Parties Item 10 Financial mechanism Item 12 Administrative and financial matters (a) Programme budget for 2000-2001

DATE & TIME	PLENARY	SBSTA	SBI
3 p.m. - 6 p.m.		(b) National systems, adjustments and guidelines under Articles 5, 7 and 8 of the Kyoto Protocol Item 10 Development and transfer of technologies: (b) Status of the consultative process	(c) Income and budget performance in 1998-1999 (d) Arrangements for administrative support
7 p.m. - 10 p.m.	*Informal consultations*	*(Continued as necessary)*	*(Continued as necessary)*
Tuesday, 26 October[12]			
10 a.m. - 1 p.m.	*Informal consultations*	Joint SBSTA - SBI meeting Item 3 Implementation of Article 4.8 and 4.9 Item 4 Compliance under the Kyoto Protocol Item 5 Activities implemented jointly Item 6 Mechanisms pursuant to Articles 6, 12 and 17 of the Kyoto Protocol Item 7 Capacity-building	
3 p.m. - 6 p.m.	*Informal consultations*	*(Continued as necessary)*	
7 pm. - 10 p.m.	*Informal consultations*	Joint Working Group on Compliance	
Wednesday, 27 October			
10 a.m. - 1 p.m.	Item 5 Second review of the adequacy of Article 4.2(a) and (b). Item 6 Proposals to amend the lists in Annexes I and II to the Convention.	Item 8 Communications from Annex I Parties: (b) "Best practices" in policies and measures Item 9 Methodological issues: (c) Emissions resulting from fuel used for international transportation (d) Impact of single projects on emissions in the commitment period (e) Scientific and methodological aspects of the proposal by Brazil	*Informal consultations*

[12] A special side event on the draft IPCC special report on land-use, land-use change and forestry will be held on Tuesday, 26 October from 3 p.m. to 7 p.m.

DATE & TIME	PLENARY	SBSTA	SBI
10 a.m. - 1 p.m.		(f) Other matters Item 10 Development and transfer of technologies: (b) Limiting HFC and PFC emissions (c) Coastal adaptation technologies (d) Other matters Item 11 Cooperation with relevant international organizations Item 12 Research and systematic observation Item 13 Roster of experts	
3 p.m. - 6 p.m.	*Informal consultations*	*(Continued as necessary)*	Item 8 Communications from Annex I Parties Item 11 Arrangements for intergovernmental meetings Item 12 Administrative and financial matters: (d) Institutional linkage of the secretariat (e) Implementation of the Headquarters Agreement
Thursday, 28 October			
10 a.m. - 1 p.m.	*Informal consultations*	*Informal consultations*	*Informal consultations*
3 p.m. - 6 p.m.	*Informal consultations*	Joint Working Group on Compliance	
Friday, 29 October			
10 a.m. - 1 p.m.	*Informal consultations*	Joint SBSTA - SBI meeting	
3 p.m. - 6 p.m.	*Informal consultations*	Joint Working Group on Compliance	
Saturday, 30 October			
10 a.m. - 1 p.m.	*Informal consultations*	*Informal consultations*	*Informal consultations*
3 p.m. - 6 p.m.	*Informal consultations*	*Informal consultations*	*Informal consultations*
Monday, 1 November			
10 a.m. - 1 p.m.	Informal consultations	Final plenary - conclusion of work on non-joint issues	*Informal consultations*

DATE & TIME	PLENARY	SBSTA	SBI
3 p.m. - 6 p.m.	*Informal consultations*	*Informal consultations*	Final plenary - conclusion of work on non-joint issues
7 p.m. - 10 p.m.	*Informal consultations*	Joint SBSTA - SBI meeting	
Tuesday, 2 November			
10 a.m. - 1 p.m.	Item 10 Other statements: (a) Statements by observer States (b) Statements by intergovernmental organizations (c) Statements by non-governmental organizations ***Adoption of conclusions and decisions***	*Informal consultations*	*Informal consultations*
3 p.m. - 12 p.m.	Item 9 High-level segment attended by ministers and other heads of delegation: (a) Opening (b) Policy statements	*Informal consultations*	*Informal consultations*
7 p.m. - 10 p.m.		Joint Working Group on Compliance	
Wednesday, 3 November			
10 a.m. - 1 p.m.	Item 9 High-level segment: (c) Exchange of views among participants	*Informal consultations*	*Informal consultations*
3 p.m. - 6 p.m.	Item 9 High-level segment: (c) Exchange of views among participants	*Informal consultations*	*Informal consultations*
7 p.m. - 10 p.m.	*Informal consultations*	Joint SBSTA - SBI meeting	
Thursday, 4 November			
10 a.m. - 12 p.m.	Item 9 High-level segment: (c) Exchange of views among participants		
10 a.m. - 12 p.m.	*Upon completion of the high-level segment:* Item 3 Reports of subsidiary bodies: (a) Report of the SBSTA (b) Report of the SBI		

DATE & TIME	PLENARY	SBSTA	SBI
3 p.m. - 6 p.m.	Reports of the subsidiary bodies and consideration of outstanding issues		
7 p.m. - 10 p.m.	*(Continued as necessary)*		
Friday, 5 November			
10 a.m - 1 p.m.	*Preparation of documents*		
3 p.m. - 6 p.m.	Item 2 Organizational matters: (i) Adoption of the report on credentials ***Adoption of conclusions and decisions*** Item 12 Conclusion of the session		

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Item 2 (c) and (f) of the provisional agenda

PROVISIONAL AGENDAS FOR THE CONFERENCE OF THE PARTIES AND ITS SUBSIDIARY BODIES

Note by the Executive Secretary

Addendum

ANNOTATIONS TO THE PROVISIONAL AGENDA FOR THE CONFERENCE OF THE PARTIES AT ITS FIFTH SESSION, INCLUDING SUGGESTIONS FOR THE ORGANIZATION OF WORK

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I.	ANNOTATIONS TO THE PROVISIONAL AGENDA	1 - 66	2
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Note:

Readers will note that in an effort to improve clarity and readability, the annotations to the provisional agenda have been written and formatted in a revised manner. The secretariat would welcome comments on the usefulness of this new approach.

Please note that relevant documents for each item are listed in the text box below its annotation.

GE.99- 65518

I. ANNOTATIONS TO THE PROVISIONAL AGENDA

1. Opening of the session

1. The Conference of the Parties (COP) to the United Nations Framework Convention on Climate Change (UNFCCC) will hold its fifth session from 25 October to 5 November 1999. The session will be opened at 10 a.m. on Monday, 25 October 1999, at the Hotel Maritim in Bonn, Germany.

2. Pursuant to rule 26 of the draft rules of procedure being applied,[1] the session will be opened by the President of the Conference of the Parties at its fourth session (COP 4), Her Excellency Ms. María Julia Alsogaray, Secretary of Natural Resources and Sustainable Development, Argentina.

(a) Statement by the President of the Conference at its fourth session

(b) Election of the President of the Conference at its fifth session

3. Draft rule 22 specifies that the office of President of the Conference is subject to rotation among the five regional groups. Only the Eastern European Group has to date not provided a President. The President of COP 4 will therefore call for the election as President of the candidate of that Group, the head of the delegation of Poland, His Excellency Mr. Jan Szyszko, Minister of Environmental Protection, Natural Resources and Forestry.

(c) Statement by the President

(d) Addresses of welcome

(e) Statement by the Executive Secretary

2. Organizational matters

(a) Status of ratification of the Convention and its Kyoto Protocol

4. **Background:** The COP will have before it a status report on the ratification of the Convention, including declarations made under Article 4.2(g). This report will confirm which States are Parties to the Convention and therefore eligible to participate in decision-making. The number of Parties will total 179 during COP 5, including 178 States and one regional economic integration organization. The COP will also have before it in the same document a status report on the signature and ratification of the Kyoto Protocol, including any information provided by States regarding the expected timing of their ratification.

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[1] See document FCCC/CP/1996/2.

5. **Action:** The COP may wish to take note of the information contained in the document.[2]

FCCC/CP/1999/INF.2	*Status of ratification of the United Nations Framework Convention on Climate Change and its Kyoto Protocol*

(b) Adoption of the rules of procedure

6. **Background:** Article 7.2(k) of the Convention specifies that the COP "shall agree upon and adopt, by consensus, rules of procedure ... for itself and for any subsidiary bodies". After being unable to adopt its rules of procedure at previous sessions, the COP decided to apply the draft rules with the exception of draft rule 42 on voting.[3] It also requested its successive Presidents to conduct consultations on the matter.

7. **Action:** At the beginning of the session, the President of COP 4 will present an oral report on her consultations on the rules. In the absence of consensus, the COP may wish to decide to continue applying the rules of procedures contained in document FCCC/CP/1996/2. The COP may also wish to invite the President of COP 5 to undertake consultations to try to achieve adoption of the rules before the close of the session.

FCCC/CP/1996/2	*Organizational matters: Adoption of the rules of procedure*

(c) Adoption of the agenda

8. **Background:** Draft rule 9 specifies that, "in agreement with the President, the secretariat shall draft the provisional agenda of each session" of the COP. In this context, the Executive Secretary has prepared the provisional agenda for COP 5, taking into account the views expressed during the Subsidiary Body for Implementation (SBI) at its tenth session and by the Bureau of the COP.

9. **Action:** The COP may wish to consider and adopt the agenda for COP 5 at its first plenary meeting.

FCCC/CP/1999/1	*Provisional agendas for the Conference of the Parties and its subsidiary bodies*

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[2] No provision is made for statements under this sub-item. Relevant information may be communicated in statements made under other items or in writing to the secretariat.

[3] See documents FCCC/CP/1995/7, paragraph 10; FCCC/CP/1996/15, paragraph 12; FCCC/CP/1997/7, paragraph 21and FCCC/CP/1998/16, paragraph 11. The draft rules have been similarly applied, ***mutatis mutandis***, to the subsidiary bodies.

(d) Election of officers other than the President

10. **Background:** Draft rule 22 provides that "at the commencement of the first meeting of each ordinary session, a President, seven Vice-Presidents, the Chairmen of the subsidiary bodies established by Articles 9 and 10 of the Convention, and a Rapporteur shall be elected from among the representatives of the Parties present at the session. They will serve as the Bureau of the session. Each of the five regional groups shall be represented by two Bureau members and one Bureau member shall represent the small island developing States. The offices of President and Rapporteur shall normally be subject to rotation among the five regional groups." This rule further states that "no officer may serve on the Bureau for more than two consecutive terms of one year." The President of COP 4 began consultations on these elections during the June 1999 sessions of the subsidiary bodies, with the aim of advising the future President of COP 5 on the election of other members of the Bureau.[4]

11. **Action:** It is hoped that a complete list of candidates for the Bureau of COP 5 will be before the COP at its first plenary meeting. The COP will then be asked to adopt the list by consensus.

(e) Admission of organizations as observers

12. **Background:** Article 7.6 of the Convention states, *inter alia*, that "any body or agency, whether national or international, governmental or non-governmental, which is qualified in matters covered by the Convention, and which has informed the secretariat of its wish to be represented at a session of the Conference of the Parties as an observer, may be so admitted unless at least one third of the Parties present object." Following the established procedure, the secretariat will invite those intergovernmental and non-governmental organizations accorded observer status at previous sessions of the Conference to attend COP 5. The procedure for admission to the Conference will apply only to new applicants for observer status.

13. **Action:** The COP will have before it a document containing the list of organizations recommended by the Bureau for admission as observers. The COP may wish to consider and approve this list at its first plenary meeting.

FCCC/CP/1999/4	*Organizational matters. Admission of organizations as observers. Admission of observers: intergovernmental and non-governmental organizations*

[4] In addition, draft rule 27 provides that "each subsidiary body shall elect its own Vice-Chairman and Rapporteur." To ensure that officers are available to assist the Chairmen, the subsidiary bodies should ensure that these elections are concluded as soon as possible during the session. No action is required by the COP.

(f) Organization of work, including the sessions of the subsidiary bodies

14. **Background:** Article 7.2 of the Convention provides that "the Conference of the Parties, as the supreme body of [the] Convention, shall keep under regular review the implementation of the Convention ... and shall make, within its mandate, the decisions necessary to promote the effective implementation of the Convention." The COP at its fifth session will be expected to focus on matters arising from decisions adopted at COP 4, particularly those incorporated in the Buenos Aires Plan of Action (decision 1/CP.4).[5] In doing so, it will seek to prepare the ground for a successful outcome of the COP at its sixth session (COP 6), at which a number of elements of that Plan of Action are expected to come to fruition. To accomplish these tasks, the Conference will meet in conjunction with its two subsidiary bodies. A tentative schedule of meetings is contained in document FCCC/CP/1999/1. Some additional information regarding the organization of the session follows:

(a) At its first meeting, on the morning of Monday, 25 October, the Conference will adopt its agenda, organize the work of the session and deal with a number of procedural and substantive matters. The provisional agenda for the session is contained in document FCCC/CP/1999/1. A list of documents is provided in section II below;

(b) The subsidiary bodies will meet from the afternoon of Monday, 25 October until early in the second week. The bulk of the work of the session will be conducted in the subsidiary bodies, which will have the responsibility of developing draft decisions and conclusions for submission to the Conference for adoption.[6] The provisional agendas for these sessions are also contained in document FCCC/CP/1999/1; annotations are contained in documents FCCC/SBSTA/1999/7 and FCCC/SBI/1999/9;

(c) Upon completion of the work of the subsidiary bodies, the Chairmen will be asked to report to the Conference on results achieved and on any outstanding issues. Should further work prove necessary on any given item after the subsidiary bodies have completed their work on it, the President of the Conference may decide to undertake consultations or delegate this responsibility to another member of the Bureau. Such consultations should conclude by the evening of Thursday, 4 November so that the Conference may close after the adoption of decisions in the afternoon of Friday, 5 November;

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[5] For decisions of the Conference of the Parties at its fourth session, see document FCCC/CP/1998/16/Add.1.

[6] In cases where responsibility for a particular item is shared by both subsidiary bodies, it would be useful to consolidate different elements into a single draft decision, or for the bodies to work together from the start through a joint process. The subsidiary bodies may aim to complete work on items allocated to them separately by Monday 1 November, and to complete work on items allocated jointly by Wednesday 3 November.

(d) The high-level segment attended by ministers and other heads of delegation will take place from the afternoon of Tuesday, 2 November to the morning of Thursday, 4 November. Further information may be found under item (9);

(e) The Bureau of the COP will monitor and guide the work programme of the Conference and the subsidiary bodies, taking care to integrate and ensure consistency in their work;

(f) The scheduling of meetings during the session is based on the availability of conference servicing facilities during normal working hours. Given the heavy workload of the session, provision has been made for holding two simultaneous meetings, with full interpretation facilities, in the mornings and afternoons of the entire period when the subsidiary bodies are meeting, including Saturday, 30 October. It is also anticipated that either formal or informal meetings will be held every evening.[7]

15. **Action:** At its first meeting, the COP may wish to decide how it wishes to handle the substantive matters on its agenda. It may also wish to agree upon the proposed schedule of meetings, and encourage the subsidiary bodies to conclude their deliberations by a given date or dates.

FCCC/CP/1999/1	*Provisional agendas for the Conference of the Parties and its subsidiary bodies*
FCCC/CP/1999/1/Add.1	*Provisional agendas for the Conference of the Parties and its subsidiary bodies. Addendum. Annotations to the provisional agenda for the Conference of the Parties at its fifth session, including suggestions for the organization of work*
FCCC/SBSTA/1999/7	*Annotations to the provisional agenda of the Subsidiary Body for Scientific and Technological Advice at its eleventh session*
FCCC/SBI/1999/9	*Annotations to the provisional agenda of the Subsidiary Body for Implementation at its eleventh session*

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7. The proliferation of contact groups has made the scheduling of each session progressively more complicated. Parties should bear in mind that minimizing the number of contact groups established at the session reduces the burden on Parties with small delegations. Alternative methods of developing decisions and conclusions may be used, namely discussion of texts at subsidiary body meetings, informal bilateral consultations and preparation of draft texts by the Chairman to facilitate consensus.

(g) Date and venue of the sixth session of the Conference of the Parties

16. **Background:** Draft rule 3 specifies that "the sessions of the Conference of the Parties shall take place at the seat of the secretariat, unless the Conference of the Parties decides otherwise or other appropriate arrangements are made by the secretariat in consultation with the Parties." Draft rule 4 states that "at each ordinary session, the Conference of the Parties shall decide on the date and duration of the next ordinary session." A decision on the date and place of COP 6 is therefore required at COP 5. The SBI has recommended that COP 5 accept the generous offer of the Kingdom of the Netherlands to host COP 6. A decision is to be made on the date (either 13-24 November 2000 or the spring of 2001).

17. **Action:** The COP will consider this sub-item upon receiving a report on the completion of work by the SBI, including any decisions recommended by it. For further information, please refer to the annotations to the provisional agenda of the SBI (FCCC/SB/1999/9; hereinafter referred to as the 'SBI annotations').

(h) Calendar of meetings of Convention bodies, 2000-2003

18. **Background:** In order to ensure that facilities and services may be booked in advance, as well as to assist Parties and the secretariat in their planning, a decision on the calendar of meetings for the years 2000 to 2003 needs to be taken by COP 5. A preliminary recommendation was made by the SBI at its tenth session (SBI 10).[8]

19. **Action:** The COP will consider this sub-item upon receiving a report on the completion of work by the SBI, including any decisions recommended by it. For further information, please refer to the SBI annotations (item 11 (c)).

(i) Adoption of the report on credentials

20. **Background:** Draft rule 19 specifies that the credentials of representatives of Parties, as well as the names of alternate representatives and advisers, shall be submitted not later than twenty-four hours after the opening of the session. Any later change in the composition of the delegation shall also be submitted to the secretariat. The credentials shall be issued either by the Head of State or Government or by the Minister of Foreign Affairs or, in the case of a regional economic integration organization, by the competent authority of that organization. In accordance with draft rule 20, the Bureau will be required to examine and report to the Conference on these credentials.

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[8] See document FCCC/SBI/1999/8, paragraph 65 (b).

21. **Action:** Based on the report of the Bureau, the Conference will be required to approve the credentials of the representatives of Parties attending the session. Representatives will be entitled to participate provisionally in the session, pending this decision.

FCCC/CP/1999/5	*Credentials of the representatives of Parties to the fifth session of the Conference of the Parties to the United Nations Framework Convention on Climate Change*

3. Reports of subsidiary bodies

(a) Report of the Subsidiary Body for Scientific and Technological Advice

(b) Report of the Subsidiary Body for Implementation

22. **Background:** Article 7.2(j) of the Convention requires the Conference to review reports submitted by its subsidiary bodies and provide guidance to them. The COP will have before it the reports of the Subsidiary Body for Scientific and Technological Advice (SBSTA) and the SBI at their tenth sessions, held in June 1999.

23. **Action:** The Conference will be invited to take note of these reports at its first plenary meeting; the draft decisions recommended therein will be considered at the appropriate time under the relevant agenda items. At the end of the session, the COP will also receive and be invited to take note of the reports of the subsidiary bodies on their eleventh sessions and take action on their recommendations.

FCCC/SBSTA/1999/6	*Report of the Subsidiary Body for Scientific and Technological Advice on its tenth session, Bonn, 31 May - 11 June 1999*
FCCC/SBI/1999/8	*Report of the Subsidiary Body for Implementation on its tenth session, Bonn, 31 May - 11 June 1999*

4. Review of the implementation of commitments and of other provisions of the Convention

24. The COP will consider the following sub-items upon receiving reports on the completion of work by the subsidiary bodies, including any decisions they recommend.

(a) National communications from Parties included in Annex I to the Convention

25. **Action:** For further information, please refer to the annotations to the provisional agenda of the SBSTA (hereinafter referred to as the 'SBSTA annotations') and the SBI annotations (item 8).[9]

(b) National communications from Parties not included in Annex I to the Convention

26. **Action:** For further information, please refer to the SBI annotations (item 9).

(c) Report of the Global Environment Facility to the Conference

27. **Action:** The Global Environment Facility will submit its annual report to the Conference; the COP will consider the report upon receiving any decisions recommended by the SBI. For further information, please refer to the SBI annotations (item 10 (a)).

FCCC/CP/1999/3	*Report of the Global Environment Facility to the fifth session of the Conference of the Parties to the United Nations Framework Convention on Climate Change*

(d) Capacity-building

28. **Action:** For further information, please refer to the SBSTA and SBI annotations (item 7).

(e) Development and transfer of technologies (decision 4/CP.4)

29. **Action:** For further information, please refer to the SBSTA annotations (item 10).

(f) Implementation of Article 4, paragraphs 8 and 9, of the Convention (decision 3/CP.3 and Article 2, paragraph 3, and Article 3, paragraph 14, of the Kyoto Protocol)

30. **Action:** For further information, please refer to the SBSTA and SBI annotations (item 3).

(g) Activities implemented jointly under the pilot phase (decision 6/CP.4)

31. **Action:** For further information, please refer to the SBSTA and SBI annotations (item 5).

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[9] See documents FCCC/SBSTA/1999/7 and FCCC/SBI/1999/9, respectively.

(h) Other matters referred to the COP by the subsidiary bodies at their eleventh sessions

32. Any other matters considered by the subsidiary bodies requiring the attention of the COP will be taken up under this item.

5. Second review of the adequacy of Article 4.2(a) and (b) of the Convention

33. **Background:** Article 4.2(d) provides that a second review of Article 4.2, subparagraphs (a) and (b), shall take place not later than 31 December 1998. At COP 4, however, it "proved impossible to reach any agreed conclusions or decisions" on this matter.[10] In accordance with draft rule 16,[11] the item has thus been placed on the agenda for COP 5.

34. In a letter transmitted to the Executive Secretary on 9 June 1999, the Alliance of Small Island States (AOSIS) requested that "as part of this review, and in light of Article 7.2 of the Convention" the COP should also review "the implementation of Article 4.2(a) and (b) of the Convention, with a view to taking the decisions necessary to promote the effective implementation of the Convention." AOSIS further requested that this review take place "on the basis of the first and second national communications submitted thus far by Annex I Parties, the analysis and synthesis of these communications, and any submissions made by Parties in time for COP 5".

35. **Action:** The COP may wish to hear statements on this sub-item at one of its plenary meetings, and then request the President to conduct informal consultations with a view to concluding deliberations on the item by the end of the session. Alternatively, the COP may wish to refer this item to the SBI.

FCCC/CP/1998/11 and Add.1 and 2	*Review of the implementation of commitments and of other provisions of the Convention. National communications from Parties included in Annex I to the Convention. Second compilation and synthesis of second national communications. Summary*
FCCC/CP/1998/MISC.6 and Add. 1	*Review of the implementation of commitments and of other provisions of the Convention. Second review of the adequacy of Article 4.2(a) and (b). Compilation of submissions by Parties*

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[10] See document FCCC/CP/1998/16, paragraph 64.

[11] This rule states that "any item of the agenda of an ordinary session, consideration of which has not been completed at the session, shall be included automatically in the agenda of the next ordinary session, unless otherwise decided by the Conference of the Parties."

FCCC/CP/1996/12 and Add.1 and 2	*Second compilation and synthesis of first national communications from Annex I Parties*

6. Proposals to amend the lists in Annexes I and II to the Convention

(a) Review of information and possible decisions under Article 4, paragraph 2(f): proposals to remove Turkey from the lists in Annexes I and II

36. **Background:** By its decision 15/CP.4, the COP recalled the discussions concerning the requests made by Pakistan and Azerbaijan at its third session for the deletion of the name of Turkey from the lists included in Annexes I and II to the Convention. It also took note of the new information submitted by Turkey, which is not yet a Party to the Convention, and decided to continue the review of the matter under Article 4.2(f) at its fifth session. The Executive Secretary was requested to place the matter on the agenda for COP 5 for further review. During the June 1999 meetings of the subsidiary bodies, the President of COP 4 held informal consultations with several delegations with a view to finding a solution and ascertained that the positions of delegations had not changed.

37. **Action:** The COP may wish to hear and consider any new proposals on the matter, and then invite the President to conduct informal consultations with a view to concluding deliberations on the item by the end of the session.

FCCC/CP/1997/MISC.3	*Review of information and possible decisions under Article 4.2(f). Submission by Turkey*
FCCC/SBI/1997/15	*Arrangements for intergovernmental meetings. Amendments to the Convention or its Annexes. Letters from the Islamic Republic of Pakistan, the Azerbaijan Republic, the Netherlands (on behalf of the European Community and its Member States) and Kuwait proposing amendments to the Convention or its Annexes*[12]

(b) Amendment proposed by Kazakhstan: to add its name to the list in Annex I

38. **Background:** Article 15.1 provides that "any Party may propose amendments to the Convention"; Article 15.2 provides that "amendments to the Convention shall be adopted at an ordinary session of the Conference of the Parties. The text of any proposed amendment to the Convention shall be communicated to the Parties by the secretariat at least six months before the meeting at which it is proposed for adoption. The secretariat shall also communicate proposed amendments to the signatories to the Convention and, for information, to the Depositary."

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[12] The proposals from the Netherlands and Kuwait have since been withdrawn.

Article 16 relates, *inter alia*, to the amendment of Annexes by application of the procedure set out in Article 15. In accordance with these provisions, Kazakhstan submitted a note dated 24 April 1999 proposing the inclusion of its name in the list of Parties included in Annex I to the Convention. This proposal was communicated to all Parties, signatories and, for information, to the Depositary, in a note verbale dated 3 May 1999. The proposal has also been made available in all official languages of the United Nations.

39. **Action:** The COP will be invited to consider the amendment proposed by Kazakhstan and to adopt any decision it considers necessary. If need be, the President may wish to undertake consultations to help ensure the completion of deliberations by the end of the session.

FCCC/CP/1999/2	*Amendment to Annex I to the Convention. Proposal from the Republic of Kazakhstan to amend Annex I to the Convention*

7. Preparations for the first session of the Conference of the Parties serving as the meeting of the Parties to the Kyoto Protocol (decision 8/CP.4)

40. The COP will consider the following sub-items upon receiving reports on the completion of work by the subsidiary bodies, including any decisions they recommend.

(a) Matters relating to land-use, land-use change and forestry

41. **Action:** For further information, please refer to the SBSTA annotations (item 9 (a)).

(b) Work programme on mechanisms (decision 7/CP.4)

42. **Action:** For further information, please refer to the SBSTA and SBI annotations (item 6).

(c) Procedures and mechanisms relating to compliance under the Kyoto Protocol

43. **Action:** For further information, please refer to the SBSTA and SBI annotations (item 4).

(d) Impact of single projects on emissions in the commitment period (decision 16/CP.4)

44. **Action:** For further information, please refer to the SBSTA annotations (item 9 (d)).

(e) National systems, adjustments and guidelines under Articles 5, 7 and 8 of the Kyoto Protocol

45. **Action:** For further information, please refer to the SBSTA annotations (item 9 (b)).

8. Administrative and financial matters

46. The COP will consider the following sub-items upon receiving reports on the completion of work by the SBI, including any decisions the SBI recommends.

(a) Programme budget for the biennium 2000-2001

47. **Action:** At its tenth session, the SBI agreed upon a draft decision to be submitted to the COP for adoption; before it may transmit this draft, however, SBI 11 must complete the sections dealing with the contingency items. For further information, please refer to the SBI annotations (item 12 (a)).

(b) Income and budget performance in the biennium 1998-1999

48. **Action:** For further information, please refer to the SBI annotations (item 12 (b)).

(c) Arrangements for administrative support to the Convention

49. **Action:** For further information, please refer to the SBI annotations (item 12 (c)).

(d) Institutional linkage of the Convention secretariat to the United Nations

50. **Background:** By its decision 14/CP.1,[13] the COP decided to review the functioning of the institutional linkage of the Convention secretariat to the United Nations not later than 31 December 1999, in consultation with the Secretary-General of the United Nations, with a view to making such modifications as may be considered desirable by both parties. The United Nations General Assembly, by its resolution 50/115 of 20 December 1995, endorsed this institutional linkage and requested the Secretary-General to review the arrangements not later than 31 December 1999 in consultation with the COP, with a view to making such modifications as may be considered desirable by both parties, and to report thereon to the United Nations.

51. The SBI at its tenth session considered a note by the Executive Secretary[14] in which he stated that the institutional linkage was working satisfactorily and was being adapted to changing circumstances. The SBI also took note of the expression of intent by the Secretary-General to

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[13] For decisions of the Conference of the Parties at its first session, see document FCCC/CP/1995/7/Add.1.

[14] FCCC/SBI/1999/7.

seek the endorsement of the General Assembly at its fifty-fourth session for continuation of the institutional linkage. It consequently decided to recommend for adoption by COP 5 a draft decision stating that the institutional linkage of the Convention secretariat to the United Nations will be continued.[15] It also requested the Executive Secretary to inform the Secretary-General of the United Nations of the contents of that draft decision, which include a request for appropriate action by the General Assembly at its fifty-fourth session. This has since been done.

52. **Action:** The Conference will be invited to adopt the draft decision recommended by SBI 10, taking into account editorial changes proposed by the secretariat. For further information on other matters which may be considered under this sub-item, please see the SBI annotations (item 12 (d)).

(c) Implementation of the Headquarters Agreement

53. **Action:** For further information, please refer to the SBI annotations (item 12 (e)).

FCCC/SBI/1999/8	*Report of the Subsidiary Body for Implementation on its tenth session, Bonn, 31 May - 11 June 1999*

9. High-level segment attended by ministers and other heads of delegation

(a) Opening of the high-level segment

54. Following the recommendations of SBI 10,[16] the high-level segment will be opened in the afternoon of Tuesday, 2 November.

(b) Policy statements

55. The rest of the afternoon and evening of Tuesday, 2 November will be reserved for ministers and other heads of delegation who wish to deliver brief policy statements. Full texts of the official statements will be circulated, if a sufficient number of copies is provided to the secretariat in the course of the session.

56. Given the number of Parties and the limited amount of time available for statements, it will be necessary for the Conference to limit the duration of each statement. The recommended time limit is three to four minutes. Statements on behalf of groups of Parties, where the other members of the group do not speak, are strongly encouraged.

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[15] See document FCCC/SBI/1999/8, annex I.

[16] See document FCCC/SBI/1999/8, paragraph 64 (e).

57. The list of speakers will be open from Monday, 30 August[17] to Friday, 8 October. Inquiries regarding this list may be sent to the Office of the Secretary of the Conference at the UNFCCC secretariat (telephone number (49-228) 815-1107; fax number (49-228) 815-1999; e-mail: secretariat@unfccc.de).

(c) Exchange of views among participants

58. The SBI at its tenth session recommended that the high-level segment should "provide for an exchange of views among ministers and other heads of delegation in plenary meetings in an open and transparent manner" from the morning of Wednesday, 3 November to midday on Thursday, 4 November.[18] This exchange, which will not give rise to formal conclusions or recommendations, will be organized around two themes:

(a) Progress made in dealing with climate change: lessons and challenges; and

(b) The way forward: promoting implementation of the Buenos Aires Plan of Action and early entry into force of the Kyoto Protocol.

The first theme is expected to be taken up in the morning of Wednesday, 3 November, with the second to follow in the afternoon. Discussions will continue on the morning of Thursday, 4 November.

59. This portion of the high-level segment is not envisaged as a series of prepared statements, but as an exchange of views among ministers and other heads of delegation in a less formal environment. The President will make proposals for the organization of the exchange of views after consulting the Bureau.

10. Other statements

(a) Statements by observer States

(b) Statements by intergovernmental organizations

(c) Statements by non-governmental organizations

60. The representatives of observer States, intergovernmental organizations and non-governmental organizations will be invited to make statements to the COP on the morning of Tuesday, 2 November. The recommended time limit for all such statements is three to four

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[17] Submissions before this date cannot be accepted.

[18] See document FCCC/SBI/1999/8, paragraph 63 (e).

minutes. Further information concerning the speakers' list for this item will be included in the notification to participants.

11. Other matters

61. Any other matters for the attention of the COP will be taken up under this item. One such item pertains to the proposed Multilateral Consultative Committee (MCC).

62. **Background:** The COP at its fourth session decided to review the outstanding issues which pertain to the constitution of the proposed MCC at its fifth session, with a view to adopting a multilateral consultative process (decision 10/CP.4). The COP also invited the President to conduct consultations on those issues during the inter-sessional period with the aim of identifying solutions. The consultations did not result in an agreement.

63. **Action:** The President may wish to request a member of the Bureau to conduct consultations on the outstanding issues and report to the Conference on the outcome.

12. Conclusion of the session

(a) Adoption of the report of the Conference of the Parties on its fifth session

64. **Background:** A draft report on the work of the session will be prepared for adoption by the COP at the end of its session.

65. **Action:** In accordance with established practice, the COP will be invited to adopt the draft report and authorize the Rapporteur to complete the final report after the session, with the guidance of the President and the assistance of the secretariat.

(b) Closure of the session

66. The President will declare the session closed.

II. LIST OF DOCUMENTS

Documents prepared for the Conference of the Parties

FCCC/CP/1999/1	Provisional agendas for the Conference of the Parties and its subsidiary bodies
FCCC/CP/1999/1/Add.1	Provisional agendas for the Conference of the Parties and its subsidiary bodies. Addendum. Annotations to the provisional agenda for the Conference of the Parties at its fifth session, including suggestions for the organization of work
FCCC/CP/1999/2	Amendment to Annex I to the Convention. Proposal from the Republic of Kazakhstan to amend Annex I to the Convention
FCCC/CP/1999/3	Report of the Global Environment Facility to the fifth session of the Conference of the Parties to the United Nations Framework Convention on Climate Change
FCCC/CP/1999/4	Organizational matters. Admission of organizations as observers. Admission of observers: intergovernmental and non-governmental organizations
FCCC/CP/1999/5	Credentials of the representatives of Parties to the fifth session of the Conference of the Parties to the United Nations Framework Convention on Climate Change
FCCC/CP/1999/INF.2	Status of ratification of the United Nations Framework Convention on Climate Change and the Kyoto Protocol

Other documents for the Conference of the Parties[19]

FCCC/CP/1995/7	Report of the Conference of the Parties on its first session, Berlin, 28 March - 7 April 1995. Part One: Proceedings
FCCC/CP/1995/7/Add.1	Report of the Conference of the Parties on its first session, Berlin, 28 March - 7 April 1995. Addendum. Part Two: Action taken by the Conference of the Parties at its first session

[19] These documents will be available in limited quantities only in order to reduce the volume of documentation and to minimize paper consumption.

FCCC/CP/1996/2	Organizational matters: Adoption of the rules of procedure
FCCC/CP/1996/12 and Add.1 and 2	Second compilation and synthesis of first national communications from Annex I Parties
FCCC/CP/1996/15	Report of the Conference of the Parties on its second session, Geneva, 8-19 July 1996. Part One: Proceedings
FCCC/CP/1996/15/Add.1 and Corr.1	Report of the Conference of the Parties on its second session, Geneva, 8-19 July 1996. Addendum. Part Two: Action taken by the Conference of the Parties at its second session
FCCC/CP/1997/7	Report of the Conference of the Parties on its third session, Kyoto, 1-11 December 1997. Part One: Proceedings
FCCC/CP/1997/7/Add.1	Report of the Conference of the Parties on its third session, Kyoto, 1-11 December 1997. Addendum. Part Two: Action taken by the Conference of the Parties at its third session
FCCC/CP/1997/MISC.3	Review of information and possible decisions under Article 4.2(f). Submission by Turkey
FCCC/CP/1998/11 and Add.1 and 2	Review of the implementation of commitments and of other provisions of the Convention. National communications from Parties included in Annex I to the Convention. Second compilation and synthesis of second national communications. Summary
FCCC/CP/1998/16	Report of the Conference of the Parties on its fourth session, Buenos Aires, 2-14 November 1998. Part One: Proceedings
FCCC/CP/1998/16/Add.1	Report of the Conference of the Parties on its fourth session, Buenos Aires, 2-14 November 1998. Addendum. Part Two: Action taken by the Conference of the Parties at its fourth session
FCCC/CP/1998/MISC.6 and Add. 1	Review of the implementation of commitments and of other provisions of the Convention. Second review of the adequacy of Article 4.2(a) and (b). Compilation of submissions by Parties

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UNITED NATIONS

Framework Convention on Climate Change

Distr.
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FCCC/CP/1999/2
28 May 1999

Original: ENGLISH

CONFERENCE OF THE PARTIES
Fifth session
Bonn, 25 October - 5 November 1999
Item ... of the provisional agenda

AMENDMENT TO ANNEX I TO THE CONVENTION

Proposal from the Republic of Kazakhstan to amend Annex I to the Convention

Note by the secretariat

1. The procedures for amending the Convention and its annexes are contained in Articles 15 and 16. Article 15.1 states: "Any Party may propose amendments to the Convention" and Article 15.2 states: "Amendments to the Convention shall be adopted at an ordinary session of the Conference of the Parties. The text of any proposed amendment to the Convention shall be communicated to the Parties by the secretariat at least six months before the meeting at which it is proposed for adoption. The secretariat shall also communicate proposed amendments to the signatories to the Convention and, for information, to the Depositary." Article 16 relates, *inter alia*, to the amendment of annexes by application of the procedure set out in Article 15.

2. In accordance with these provisions, the Republic of Kazakhstan by a note dated 24 April 1999 submitted a proposal to amend Annex I to the Convention by adding the name of Kazakhstan to the list of countries contained in that annex. This proposal was transmitted to the Parties and the signatories by a note verbale dated 3 May 1999, which stated that the full text of the proposal would be circulated in a United Nations Framework Convention on Climate Change (UNFCCC) document in all official languages of the United Nations as soon as practicable.

3. The Conference of the Parties is invited to consider the proposed amendment and adopt the necessary decision.

GE.99-61974
BN.99-12

Note dated 24 April 1999 from the Permanent Mission of the Republic of Kazakhstan to the United Nations in New York addressed to the secretariat of the United Nations Framework Convention on Climate Change.

The Permanent Mission of the Republic of Kazakhstan to the United Nations presents its compliments to the secretariat of the United Nations Framework Convention on Climate Change (UNFCCC) and has the honour to notify the following:

Taking into account great importance of global ecological problems facing humanity in whole and Kazakhstan in particular, the Government of the Republic of Kazakhstan has concluded appropriate procedures and took decision to request the Conference of the State Parties to the UNFCCC to consider the possibility of joining of the Republic of Kazakhstan to the list of countries contained in Annex I to the UNFCCC,

According to Article 15 of the UNFCCC the Permanent Mission of Kazakhstan to the United Nations kindly requests the secretariat of the UNFCCC to take appropriate measures to make amendments to the Annex I to the Convention.

The Permanent Mission of the Republic of Kazakhstan to the United Nations avails itself of this opportunity to renew to the secretariat of the United Nations Framework Convention on Climate Change the assurances of its highest consideration.

(Stamped)
New York, April 24, 1999

Permanent Mission of the Republic of Kazakhstan
to the United Nations

UNITED NATIONS

Framework Convention on Climate Change

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8 October 1999

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CONFERENCE OF THE PARTIES
Fifth session
Bonn, 25 October - 5 November 1999
Item 10 (a) of the provisional agenda

REVIEW OF THE IMPLEMENTATION OF COMMITMENTS AND OF OTHER PROVISIONS OF THE CONVENTION

FINANCIAL MECHANISM

Report of the Global Environment Facility to the Conference of the Parties at its fifth session

Note by the secretariat

1. The Conference of the Parties (COP), at its second session, by decision 12/CP.2,[1] adopted and thereby brought into force a Memorandum of Understanding (MOU) between the COP and the Council of the Global Environment Facility (GEF) (FCCC/CP/1995/7/Add.1). The MOU provides, *inter alia*, that annual reports of the GEF be made available to the COP through the secretariat. The attached report[2] has been submitted by the GEF secretariat in response to that provision.[3] The MOU further provides that, in accordance with Article 11.1 of the Convention, the COP will, after each of its sessions, communicate to the GEF any policy guidance approved concerning the financial mechanism.

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[1] For the full texts of decisions adopted by the Conference of the Parties at its second session, see document FCCC/CP/1996/15/Add.1.

[2] Attached in the languages received: English, French and Spanish.

[3] The report is reproduced as submitted, and without formal editing.

Annex

Global Environment Facility

September 3, 1999

REPORT OF THE GEF
TO THE FIFTH SESSION OF THE CONFERENCE OF THE PARTIES
TO THE UNITED NATIONS
FRAMEWORK CONVENTION ON CLIMATE CHANGE

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I. INTRODUCTION

1. The *Memorandum of Understanding Between the Conference of the Parties to the United Nations Framework Convention on Climate Change and the Council of the Global Environment Facility* [1] provides that the GEF will report to the Conference of the Parties on all GEF-financed activities carried out in implementing the Convention. In particular, paragraph 7 provides:

> In its reporting on GEF-financed activities under the financial mechanism, the GEF should include specific information on how it has applied the guidance and decisions of the COP in its work related to the Convention. This report should be of a substantive nature and incorporate the program of GEF activities in the areas covered by the Convention and an analysis of how the GEF, in its operations related to the Convention, has implemented the policies, program priorities, and eligibility criteria established by the COP. In particular, a synthesis of the different projects under implementation and a listing of the projects approved by the Council in the climate change focal area as well as a financial report with an indication of the financial resources required for those projects should be included. The Council should also report on its monitoring and evaluation activities concerning projects in the climate change focal area.

2. This report has been prepared for the fifth session of the Conference of the Parties to the UN Framework Convention on Climate Change. It covers the period from July 1, 1998 to June 30, 1999 (GEF Fiscal Year 1999). This report describes GEF activities approved by the Council during the reporting period in the areas covered by the Convention and provides specific information on how the GEF has applied the guidance and decisions of the Conference of the Parties in its work related to the Convention. For easier reference, a listing of reports previously provided by the GEF Council to the Conference of the Parties is included in the Annex A. These reports contain information on GEF activities in prior years.

3. The Parties' attention is also drawn to the following GEF publications which the GEF has made available to the fifth session of the Conference of the Parties to supplement the information contained in this report:

(a) *Global Environment Facility 1998 Annual Report* (available in English, French, and Spanish);

(b) *Operational Report on GEF Programs*, June 1999 (available in English)[2];

(c) *Project Performance Report 1998* (available in English, French, and Spanish).

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[1] See Decision 12/CP.2 (FCCC/CP/1996/15/Add.1), *Memorandum of Understanding between the Conference of the Parties and the Council of the Global Environment Facility* and Decision on Agenda Item 11, *Joint Summary of the Chairs of the GEF Council Meeting*, April/May 1997.

[2] This report provides a listing of projects approved in the climate change area as well as a financial report with an indication of the financial resources required for those projects.

II. PROJECT ACTIVITIES IN THE CLIMATE CHANGE AREA

4. In the reporting period, the following GEF financing was allocated for project activities in the climate change area:

Table 1: Project Financing in the Climate Change Area (July 1998 - June 1999)

Type of activity	Number of activities	GEF financing (in US$ millions)	Co-financing (in US$ millions)	Total financing (in US$ millions)
Project preparation	20	5.65	4.25	9.90
Enabling activities	21	5.43		5.43
Other projects	26	104.12	415.05	519.17
Total	**67**	**115.2**	**419.30**	**534.5**

5. As indicated in Table 1, total project financing for climate change activities during the reporting period exceeded US$534 million, of which GEF provided US$115 million in grant financing. Approximately US$420 million was leveraged in co-financing for the project activities from bilateral agencies, recipient countries, and the private sector.

6. Since the establishment of the GEF as a pilot program in 1991, a total of US$5.7 billion has been allocated to climate change activities. Of this sum, US$991 million was provided in grants from the GEF Trust Fund. An additional US$4.7 billion was contributed through co-financing. A complete listing of GEF project activities in the climate change area is contained in the June 1999 *Operational Report on GEF Programs*, which is available to the fifth session of the Conference of the Parties. A synthesis of the different projects under implementation in the area of climate change is included in Annex B. Of the US$991 million cited above, approximately US$940 million was for projects in Non-Annex-I countries, while US$51 million was allocated to Annex I countries undergoing the process of transition to a market economy. When the GEF provides assistance to the latter, it ensures that such assistance is fully consistent with the guidance provided by the Conference of the Parties to the UNFCCC.[3]

7. Often, as a first step in project development, the GEF provides financing through its Project Preparation and Development Facility to assist recipient countries to develop a project concept into a project proposal. Table 2 shows GEF project preparation activities approved during the reporting period.

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[3] Global Environment Facility, *Operational Strategy*, p.31.

Table 2: Project Preparation Activities
(July 1998 - June 1999)

COUNTRY	PROJECT NAME	GEF FINANCING (IN US$ MILLIONS)	TOTAL FINANCING (IN US$ MILLIONS)
Regional	Caribbean Renewable Energy Development Project	0.31	0.50
Regional* (Central/Eastern Europe, Bulgaria, Czech Republic, Hungary, Poland, Romania, Slovakia)	Establishing Monitoring and Targeting Energy Service Companies in Central/ Eastern Europe	0.34	0.54
Regional* (Estonia, Latvia, Lithuania)	Baltic Wind Energy Programme	0.26	0.32
Armenia	Removing Barriers to Energy Efficiency in Municipal and Hot Water Supply	0.21	0.30
Armenia	Yerevan Geothermal Pilot Project	0.35	0.50
Costa Rica	National Off-Grid Electrification Programme Based on Renewable Energy Sources	0.17	0.23
Bhutan	Removing Barriers to Mini and Micro Hydropower Development for Decentralized Rural Electrification	0.23	0.39
Chile	Removing Barriers to Rural Electrifiction with Renewable Energy	0.08	0.12
Egypt	Integrated System for Zero or Reduced Emission Fuel Cell Bus Operation in Cairo	0.32	0.42
Georgia	Removing Barriers to Energy Efficiency in Municipal and Hot Water Supply	0.21	0.32
Iran	Renewable Energy Project	0.35	0.64
Kazakhstan	Capacity Building to Reduce Key Barriers to Energy Efficiency in Heat and Hot Water Supply	0.23	0.39
Lebanon	Improved Landfill Gas Management	0.34	0.48
Mexico	Methane Gas Capture and Use at a Landfill Demonstration Project	0.30	0.75
Mexico	Integrated Solar Combined Cycle System Project	0.35	0.75
Mexico	Project to Demonstrate Fuel Cell	0.34	0.61

	Buses and an Associated Fuel Supply System in Mexico City		
Morocco	Solar-Based Thermal Plant (PDF C)	0.70	1.83
Poland*	Polish Energy Efficiency Motors Programme	0.19	0.29
Ukraine*	Removing Barriers to Greenhouse Gas Emissions Mitigation through Energy Efficiency in the District Heating System	0.21	0.31
Zimbabwe	Removal of Barriers to Energy Efficiency Improvements and Associated Reduction in Zimbabwean Industry	0.16	0.21
Total		**5.65**	9.90

* Annex I countries.

8. Enabling activities covering 21 Non-Annex I countries have been approved during the reporting period under expedited procedures (see Table 3).

Table 3: Enabling Activities
(July 1998 - June 1999)

COUNTRY	PROJECT NAME	GEF FINANCING (IN US$ MILLIONS)
Bangladesh	Preparation of Initial National Communication in Response to UN Framework Convention on Climate Change	0.18
Benin	Preparation of the First National Communication to the UNFCCC	0.10
Bolivia	Enabling Bolivia to Prepare Its Initial National Communication in Response to Commitments to the UNFCCC	0.19
Burundi	Preparation of the First National Communication to the UNFCCC	0.32
Colombia	Enabling The Republic of Colombia to Prepare Its Initial National Communication in Response to Commitments to the UNFCCC	0.35
Comoros	Enabling Activities for the Preparation of Initial National Communication Related to UN Framework Convention on Climate Change	0.31
Congo	Preparation of the First National Communication to the UNFCCC	0.32

COUNTRY	PROJECT NAME	GEF FINANCING (IN US$ MILLIONS)
Cuba	Enabling Cuba to Prepare Its Initial National Communication to the UNFCCC	0.15
Djibouti	Enabling Activities for the Preparation of Initial National Communication Related to the UN Framework Convention on Climate Change	0.31
Dominican Republic	Enabling the Dominican Republic to Prepare Its First National Communication to the UNFCCC	0.35
Ecuador	Enabling Ecuador to Prepare Its First National Communication to the UNFCCC	0.22
Gabon	Preparation of the First National Communication to the UNFCCC	0.32
Grenada	Enabling Grenada to Prepare Its Initial National Communication in Response to Its Commitments to the UNFCCC	0.18
Kenya	Enabling Activities for the Preparation of Initial National Communication Related to UN Framework Convention on Climate Change	0.17
Madagascar	Enabling Madagascar to Prepare Its Initial National Communication in Response to the United Nations Framework Convention on Climate Change	0.35
Mongolia	Preparation of Initial National Communication in Response to UN Framework Convention on Climate Change	0.24
Pakistan	Enabling Activities for the Preparation of Initial National Communication Related to the UN Framework Convention on Climate Change	0.27
Paraguay	Enabling Paraguay to Prepare Its First National Communication to the UNFCCC	0.19
Suriname	Enabling Suriname to Prepare Its Initial National Communication in Response to the UNFCCC	0.35
The F.Y.R. of Macedonia	Enabling the F.Y.R. of Macedonia to Prepare Its First National Communication in Response to Its Commitments to the UNFCCC	0.35
Vietnam	Enabling Activities for the Preparation of Initial National Communication Related to UN Framework Convention on Climate Change	0.21
Total		**5.43**

9. Table 4 lists the other climate change projects approved by the GEF Council during the reporting period.

Table 4: Projects*
(July 1998-June 1999)

COUNTRY	PROJECT NAME	GEF FINANCING (IN US$ MILLIONS)	TOTAL FINANCING (IN US$ MILLIONS)
Global	Solar Development Corporation	10.00	50.00
Global	Redirecting Commercial Investment Decisions to Cleaner Technologies – A Technology Transfer Clearinghouse	0.75	0.93
Argentina	Efficient Street Light Program (IFC)	0.73	30.00
Benin	Decentralized Rural Energy Project	1.14	5.75
China	Energy Conservation and GHG Emission Reduction in Chinese Township and Village Enterprises (TVE), Phase 2	9.00	19.55
Cote d'Ivoire	Energy Efficiency Service Market	0.69	0.90
Czech Republic**	Low-Cost/Low-Energy Buildings in the Czech Republic	0.44	1.42
Fiji	Renewable Energy Hybrid Power Systems	0.74	1.43
Kenya	Removal of Barriers to Energy Conservation and Energy Efficiency in Small and Medium Scale Enterprises (SME)	3.19	8.28
Lebanon	Barrier Removal of Cross-Sectoral Energy Efficiency	3.40	5.40
Malawi	Barrier Removal to Malawi Renewable Energy Programme	3.42	10.72
Mexico	Oaxaca Sustainable Hillside Management Project	0.74	1.57
Mexico	Renewable Energy for Agriculture	8.70	26.20
Morocco	Market Development for Solar Water Heaters	2.97	5.37
Morocco	Solar-Based Thermal Plant	31.70	114.36
Philippines	CEPALCO Distributional Generation PV Power Plant	4.03	8.00
Poland**	Zakopane Geothermal District	5.40	84.70

COUNTRY	PROJECT NAME	GEF FINANCING (IN US$ MILLIONS)	TOTAL FINANCING (IN US$ MILLIONS)
	Heating and Environment		
Slovakia**	Chemsovit Cogeneration Project	2.20	18.40
Slovenia**	Removing Barriers to Increased Use of Biomass as an Energy Source	4.40	12.34
South Africa	Concentrating Solar Power for Africa Study	0.23	0.41
Sudan	Barrier Removal to Secure PV Market Penetration in Semi-Urban Sudan	0.75	1.71
Syria	Increasing the Efficiency of the Hydrocarbon Sector by using Waste Gas for Transport	0.75	1.70
Thailand	Building Chiller Replacement Program	2.5	90.5
The F.Y.R. of Macedonia	Development of Mini-Hydropower Plants	0.75	5.65
Togo	Decentralized Rural Energy Project	1.14	5.75
Tunisia	Experimental Validation of Building Codes and Removal of Barriers to their Adoption	4.36	8.13
Total		**104.12**	**519.17**

* Please see the *Operational Report of the GEF Programs, June 1999*, for more detailed project information. The co-financing details of individual projects can be found by accessing the work program on the GEF Website. To determine the appropriate work program, refer to the column marked "WP Entry" in the *Operational Report*.
** Annex I countries.

III. IMPLEMENTATION OF CONVENTION GUIDANCE

10. Guidance to the financial mechanism concerning policies, program priorities, and eligibility criteria is contained in:

(a) Decision 11/CP.1 (FCCC/CP.1995/7/Add.1) *Initial guidance on policies, programme priorities and eligibility criteria to the operating entity or entities of the financial mechanism;*

(b) Decision 12/CP.1 (FCCC/CP/1995/7/Add.1) *Report of the Global Environment Facility to the Conference of the Parties on the development of an operational strategy and on initial activities in the area of climate change*;

(c) Decision 10/CP.2 (FCCC/CP/1996/15/Add.1) *Communications from the Parties not included in Annex I to the Convention: guidelines, facilitation and process for consideration;*

(d) Decision 11/CP.2 (FCCC/CP/1996/15/Add.1) *Guidance to the Global Environment Facility*; and

(e) Decision 2/CP.4 (FCCC/CP/1998/16/Add.1) *Additional guidance to the operating entity of the financial mechanism.*

11. In addition, the Conference of the Parties at its fourth session adopted two other related decisions: Decision 3/CP.4 *Review of the financial mechanism* and Decision 12/CP.4 *Initial national communications from Parties not included in Annex I to the convention.*

12. The GEF report to the Conference of the Parties at its fourth session stated that "the policies and program priorities identified in Decision 11/CP.1 are fully reflected in the GEF Operational Strategy and the Operational Programs, and have been consistently followed in developing project activities."[4] The following GEF activities undertaken during this reporting period are responsive to the guidance of the Conference of the Parties, and in particular demonstrate initial steps to respond to the guidance of the COP 4.

13. The GEF has reported in its previous reports to the Conference of the Parties (see Annex A) on steps it has taken to implement the guidance contained in Decision 11/CP.2 through its financing for enabling activities. During the reporting period, national enabling activity projects covering 21 countries were approved (see Table 3). To date, financing for enabling activities in 127 Non-Annex I countries and seven Annex I countries has been approved.[5] All these projects have been developed with the full collaboration of the recipient country Parties, and to varying extent, all these projects provide assistance for the preparation of national communications.

14. The global project entitled, *National Communications Support Programme*, approved by the Council during the previous reporting period aims to improve the quality, comprehensiveness, and timeliness of the initial communications from Non-Annex I Parties. After the organization of a number of thematic and regional workshops, the UNDP Support Programme team is reviewing the program in light of countries' feedback with the objective of refocusing the work program. To respond to the evolving needs of countries, they are undertaking a needs assessment and setting up an open forum to strengthen consultation with countries. The assessment will be carried out with inputs from Non-Annex I Parties.

15. Recognizing the continued and strong emphasis on capacity building from the Conference of the Parties to both the UN Framework Convention on Climate Change, particularly in Decision

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[4] See paragraph 13, *Report of the GEF to the Fourth Session of the Conference of the Parties to the United Nations Framework Convention on Climate Change*, FCCC/CP/1998/12.

[5] GEF financing to support enabling activities in the area of climate change is US$73.89 million. Financing for Non-Annex I countries is US$72.84 million, and financing for Annex I countries is US$1.05 million.

2/CP.4, as well as the Convention on Biological Diversity, the GEF Council agreed that a comprehensive and targeted assessment of capacity building would be timely. Through a strategic partnership, UNDP and the GEF Secretariat, in collaboration with the other Implementing Agencies, the Convention Secretariats, and STAP, have initiated a process leading to a comprehensive study of capacity building needs and a recommended strategy for addressing those needs. The process will draw upon the experiences of the GEF family through its enabling activities (including evaluations of enabling activities and relevant GEF-financed projects) and other projects, as well as the experiences of other bilateral and multilateral institutions that are contributing to capacity building. The initiative should provide both the Conference of the Parties and the GEF Council information on capacity building needs and priorities as well as recommendations for an effective and pragmatic strategy for capacity building.

16. The GEF Council also authorized the CEO, pending the results of this initiative and the approval of a comprehensive strategy for capacity building, to approve revisions/additions to the present scope of the expedited procedures for enabling activities in order to better assist recipient countries to address immediate capacity building priorities consistent with the most recent guidance of the Conference of the Parties (Decision 2/CP.4). With this new decision, the GEF may approve under its expedited procedures for enabling activities assistance up to US$450,000 per country. By the time of COP 5, GEF will have in place guidelines for accessing these additional funds. It is recognized that these resources are unlikely to adequately address all capacity building needs, they should be sufficient to allow countries to move forward with planning and initial assessment of their priority concerns while the proposed capacity building initiative better identifies effective means to move forward on the crucial issue of effectively building capacity in recipient countries.

17. In revising the ongoing enabling activity projects, a recipient country will be able to select activities to address its priority needs from among those identified by the fourth session of the Conference of the Parties (e.g., capacity building for: assessing technology needs; participating in systematic observational networks; preparing a national program to address climate change; conducting national activities for public awareness; designing, evaluating, and managing projects; and facilitating access to information). Furthermore, it must be emphasized that most GEF projects include capacity building components and activities that directly address the country's highest priority needs and target capacity building outputs related to specific objectives identified in the project. While the GEF is making available additional funds under its enabling activity projects as a direct response to COP 4 guidance, it also welcomes country-driven project proposals developed pursuant to the guidance. To date, no specific project proposals have been received for consideration.

18. Funding for Stage II adaptation activities will be made available to particularly "vulnerable countries and regions identified in Stage I activities, and especially countries vulnerable to climate-related natural disasters, taking into account their preparatory adaptation planning frameworks in priority sectors, the completion of Stage I activities, and in the context of their national communications."[6] In making available such resources, the GEF will follow guidance to be provided by the Conference of the Parties on subsequent national communications.

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[6] See Decision 2/CP.4 (FCCC/CP/1998/16/Add.1), *Additional guidance to the operating entity of the financial mechanism*

19. The Conference of the Parties to the UN Framework Convention on Climate Change encouraged the GEF to "make the process for the determination of incremental costs more transparent and its application more pragmatic."[7] The GEF Council also called upon the Secretariat, in consultation with the Implementing Agencies and the Secretariats of the biodiversity and climate change conventions, to continue its work on incremental costs to further clarify definitions and facilitate application of the concept.

20. The GEF Secretariat has sought to base its work on a consultative process that would be as comprehensive as possible and take into account the views of a range of stakeholders who may participate in a GEF project at different stages of the project cycle. As a first step, the Secretariat commissioned the preparation of a scoping/issues assessment related to incremental cost determinations for GEF funded projects.

21. The assessment summarized the opinions and comments of over 30 individuals who were involved in different stages of the GEF project cycle, including: Council Members, Alternates, political and operational focal points, Convention focal points, executing agencies, project directors, NGOs, consultants, task managers and staff from the Implementing Agencies, Convention Secretariats, STAP and GEF Secretariat. The report outlined the main issues and challenges that were identified in the interviews and written submissions as well as suggestions for addressing those challenges.

22. After reviewing the assessment and proposed recommendations, the Council requested the Secretariat to continue its work to make the application of incremental costs more pragmatic by addressing the concerns raised. The GEF Secretariat, together with the Implementing Agencies and the Convention Secretariats, then worked in partnership with the International Institute for Environment and Development, to organize a workshop to provide inputs into the development of guidelines for agreeing upon incremental costs as well as simplified approaches to incremental costs determination in the GEF focal areas. Prior to the workshop, three sets of papers were commissioned which served to focus the discussion of the workshop: country experience papers, focal area papers, and expert review papers. At the workshop, a general consensus emerged on a number of recommendations.[8]

23. Based on the report of the workshop, the Council requested the Secretariat and Implementing Agencies to continue their efforts to make the process of determining incremental costs more transparent and its application more pragmatic. The Secretariat will report back to the GEF Council on this issue at its meeting in December 1999. Specifically, work is proceeding on:

(a) simplifying and better clarifying key conceptual issues integral to the estimation of incremental costs;

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[7] See Decision 2/CP.4 (FCCC/CP/1998/16/Add.1).

[8] The workshop's recommendations can be found on the GEF Website (www.gefweb.org). See *The Report of the GEF/IIED Workshop on Incremental Costs* and the *Note on Incremental Costs*, document GEF/C.13/7, submitted at the May 1999 Council meeting.

(b) articulating guidelines for incorporation in the GEF project cycle to emphasize that estimation of incremental costs should be through an agreement process with the recipient;

(c) applying the incremental cost approach more systematically through logical framework project design;

(d) piloting even more streamlined procedures for medium-sized project; and

(e) developing more "user friendly" materials for outreach and training.

IV. HIGHLIGHTS OF OTHER RELEVANT ACTIVITIES

24. During the reporting period, the GEF has also undertaken the following activities which are of relevance to its portfolio of climate change projects:

(a) *Elements for New Operational Programs.* Elements of two new environmentally sustainable operational programs have been approved by the GEF Council: one on transport and the other on carbon sequestration and other global benefits of integrated ecosystem use. The final version of the operational program on transport will be published in September 1999, and projects are being developed under this program. Elements for the operational program on carbon sequestration and other global benefits of integrated ecosystem management were approved by the GEF Council in May 1999.[9]

(b) *Country Dialogue Workshops.* The Council has approved a project to provide resources for the convening of 50 country dialogue workshops during a three year period. The workshops will include separate training modules that focus on capacity building for project identification, accessing GEF resources, the GEF project cycle, incremental costs, STAP, and other issues relevant to GEF project activities. The workshops will also provide an opportunity for countries to identify their interests, priorities under the conventions and concerns. This series of workshops will be initiated in 1999.

(c) *Renewable Energy Partnership.* For the GEF to achieve the programmatic objectives of the GEF Operational Strategy in climate change, it is crucial that international institutions make fundamental commitments to renewable energy technologies (RETs) within their regular work programs. To help achieve the shared programmatic objectives of the GEF and the World Bank Group in

[9] See GEF/C.13/14, *Elements for an Operational Program on Carbon Sequestration.* The title of the operational program was changed in light of the Council's discussions. The decision made by the GEF Council states "The Council reviewed document GEF/C.13/14, *Elements of an Operational Program on Carbon Sequestration*, and approves the elements as a basis for preparing an operational program, subject to the comments made during the Council meeting and written comments to be submitted to the Secretariat by June 7, 1999 and on the understanding that this program will be fully consistent with the guidance provided by the Conference of the Parties to the Convention on Biological Diversity and the Conference of the Parties to the United Nations Framework Convention on Climate Change."

promoting renewable energy, the GEF Secretariat and the World Bank Group have been developing a progressive strategic partnership. The partnership would aim to commit $200 million in GEF resources for incremental cost support for specific country programs while seeking $600 million in World Bank commitments (through World Bank loans and other sources of finance). A strategic partnership of this form and magnitude would respond vigorously to countries that have made long-term commitments to promote RETs.

(d) *Partnerships with Regional Development Banks*. Cooperation with other bodies to promote the achievement of the purposes of the GEF has long been recognized as essential. In May 1999, the Council approved steps to promote greater participation by the four major Regional Development Banks (African Development Bank, Asian Development Bank, European Bank for Reconstruction and Development, and Inter-American Development Bank) in preparation and execution of GEF projects. The advantages of expanding opportunities for executing agencies include: increasing GEF's capacity to deliver projects; increasing the number of innovative project ideas and diversifying the experience on which the GEF as a whole can draw; and leveraging additional resources for the global environment.

(e) *Heads of Agencies Meeting*. The meeting of the GEF Heads of Agencies was held in March 1999 in Washington D.C. The meeting was attended by the heads of the three GEF Implementing Agencies (UNDP, UNEP, and the World Bank) and the CEO/Chairman of the GEF. The Heads of Agencies underscored the central importance of interagency cooperation and collaboration. While they were pleased with progress so far, they agreed that there is a need for further strengthening of such cooperation and partnership, particularly at the country level.[10]

(f) *Relationship with Scientific and Technical Community*. The GEF Scientific and Technical Advisory Panel (STAP) organized two workshops focused on integrating science and technology into GEF operations. The first, in Brazil in October 1998, was a brainstorming session for the second, which was held in India in January 1999. These workshops not only served to increase awareness of the GEF and climate change, but established a dialogue with global and regional scientific and technical networks, helping facilitate greater participation of the scientific and technical community in GEF work.

(g) *Involvement of Private Sector*. In May, the Secretariat submitted to the Council *Engaging the Private Sector in GEF Activities* (GEF/C.13/Inf.5), which describes how GEF plans to pursue greater collaboration with the private sector, particularly in climate change projects. The Council encouraged the Secretariat and Implementing Agencies to incorporate in project preparation the approaches described in the document.

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[10] See GEF/C.13/Inf.6, *Conclusions of the GEF Heads of Agencies Meeting*.

(h) *Promotion of Technology Transfer*. GEF's efforts to promote technology transfer and market development to enable greater access to energy-efficient and renewable energy technologies are described in a paper presented during the May/June 1999 SBSTA meeting in Bonn. The paper can be found among the documents presented at SBSTA's tenth session.[11]

V. GEF MONITORING AND EVALUATION ACTIVITIES

25. During the reporting period, the GEF published the *Project Performance Report 1998* and the *Progress Report on Actions to Implement the Recommendations of the Study of GEF's Overall Performance and the Policy Recommendations for the Second Replenishment Period*. In addition, the GEF is undertaking a review of its support to initial national communications from Non-Annex I countries and developing indicators for projects in the area of climate change.

A. Project Performance Report 1998

26. The *Project Performance Report 1998* presents the results of the Project Implementation Review 1998 (PIR). In addition, for the first time, the report goes beyond the implementation review and draws on additional information and insights about the performance of GEF's programs for evaluations and other studies. This broader focus complements the Program Status Review prepared for each Operational Program, and provides an assessment of important cross-cutting issues and lessons identified from implementation experience.

27. The Project Implementation Review for 1998 covered 119 projects, 25 of which were included for the first time in this review. Twenty-eight percent of the projects reviewed were rated "highly satisfactory" by the Implementing Agencies, 59 percent were rated "satisfactory," and 13 percent were rated "unsatisfactory." Fifteen projects had improved ratings in comparison to their ratings in 1997, while 11 projects had lower ratings. The principal causes of unsatisfactory performance were lower than expected implementation capacity in executing agencies; participative approaches taking more time than expected; changes in market conditions, especially related to climate change projects; reductions in government counterpart and other contributions; lack of government commitment to project activities; and procurement delays.[12]

28. Of the 119 projects reviewed, 42 projects were in the area of climate change. They focus on one or more of five types of renewable energy sources: biomass gasification, wind, solar photovoltaics or water heating, solid waste, and geothermal. A consistent conclusion from previous reviews of the climate change portfolio—the importance of a favorable policy framework and incentives for the adoption of alternate energy and more energy-efficient products and technologies—was again the topic of substantial discussion in the 1998 PIR reports. Several projects positively influenced policies and regulations that have led to greater private sector participation and investments.[13]

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[11] FCCC/SBSTA/1999/MISC.5, Paper No. 10.

[12] See *Project Performance Report 1998*, paragraph 3, page V.

[13] See *Project Performance Report 1998*, paragraph 29, page 12.

29. The Project Implementation Review also highlighted three cross-cutting issues selected for special attention in the 1998 review—sustainability, leveraging and capacity building.

(a) Sustainability: It is proving more difficult than expected to sustain the results achieved and activities supported by GEF funding. Five ingredients for ingredients for sustainability emerged from the project reports and discussions during the implementation review: 1) a policy framework that provides appropriate incentives; 2) long-term funding sources; 3) public awareness and understanding of the benefits of new approaches and activities; 4) local ownership; and 5) an adequate institutional framework and the ability of institutions, including private businesses, to carry out effectively and on a continuing basis their principal functions.

(b) Leveraging: GEF should adopt a definition of leveraging for its programs and projects that reflects financial resources and actions catalyzed by the GEF activities.

(c) Capacity building: The review concluded that more emphasis should be placed on identifying specific capacity-building needs, so project design and implementation can be tailored to address key constraints and institutions. Considerably more attention is needed on defining the results and qualitative impacts of GEF's capacity building efforts.[14]

B. Progress Report on Actions to Implement the Recommendations of the Study of GEF's Overall Performance and the Policy Recommendations for the Second Replenishment Period

30. The *Study of GEF's Overall Performance* was prepared to assist the Assembly in its review of the GEF. The study addresses a large number of issues related to the GEF's performance from 1994 through 1997. The study made 19 recommendations, of which seven were "priority recommendations." At its meeting in March 1998, the GEF Council requested the GEF Secretariat, in consultation with the Implementing Agencies, to prepare for Council review and approval an action plan and time-table for responding to the recommendations of the study.

31. In response to Council request, the GEF Secretariat prepared a *Progress Report on Actions to Implement the Recommendations of the Study of GEF's Overall Performance and the Policy Recommendations for the Second Replenishment Period*. The Council approved the proposed actions and requested the GEF Secretariat and the Implementing Agencies to take the necessary steps to carry out the approved actions.

C. Review of the GEF support to initial national communications from Non-Annex I Parties

32. At the request of its Council, the GEF has just initiated a comprehensive review of its support to initial national communications from Non-Annex I Parties to UNFCCC, termed

[14] See *Project Performance Report 1998*, page VI.

"Enabling Activities." The purpose is to take stock of experiences and extract lessons for future support. Specifically, the study is expected to examine:

(a) the effectiveness of this modality of support;
(b) the effectiveness and efficiency of GEF's operational procedures;
(c) the influence of the support on broader capacity building and/or planning; and
(d) best practice from country experience.

33. The proposed methodology comprises a review of all relevant documentation, the views of the Parties as indicated in Decision 12/CP.4, consultation with all GEF entities and the UNFCCC Secretariat, as well as studies in a sample of Non-Annex I countries. The GEF will submit the report to the COP when it is finalized.

D. Indicators for climate change projects

34. The GEF is developing performance indicators for its climate change activities. Specific sets of indicators are being identified for the three Operational Programs in the climate change area. Program-level indicators are used to measure and communicate progress toward strategic organizational objectives. An organizational objective would be an answer to questions such as: "What do we expect the GEF to have accomplished 15 years from now as a result of its climate change programs?" Program indicators would help the GEF answer questions such as: "How will we know if we have accomplished this?" and (say, in five years) "How much progress have we made?" Adding up performance measures from the individual projects that the GEF finances provides some of this answer. But the GEF carries out a number of other activities that affect climate change, for example, raising awareness through its communications and outreach programs, encouraging in various fora a more active national and international response to the issues of climate change, stimulating the provision of resources to replicate or expand activities begun with GEF assistance, and disseminating information on "best practices." Conceptually, these are also a part of GEF's climate change activities, and program indicators are a way to capture their effectiveness when measuring the GEF's overall results in this focal area.

35. The first set of indicators is expected to be available by August 1999. These indicators would be then refined by piloting and discussions with GEF stakeholders during 1999 and 2000, before being applied to understand the impact of GEF Operational Programs.

Annex A

LIST OF REPORTS PREVIOUSLY SUBMITTED BY THE GEF COUNCIL TO THE CONFERENCE OF THE PARTIES TO THE UNFCCC

Report of the Global Environment Facility to the Intergovernmental Negotiating Committee for a Framework Convention on Climate Change on the Restructured Global Environment Facility (A/AC.237/89, December 14, 1994)

Report of the Global Environment Facility to the Conference of the Parties on the Development of an Operational Strategy and on Initial Activities in the Field of Climate Change (FCCC/CP/1995/4, March 10, 1995)

Report of the Global Environment Facility to the Second Session of the Conference of the Parties to the United Nations Framework Convention on Climate Change (FCCC/CP/1996/8, June 27, 1996)

Report of the Global Environment Facility to the Third Session of the Conference of the Parties to the United Nations Framework Convention on Climate Change (FCCC/CP/1997/3, October 31, 1997)

Report of the Global Environment Facility to the Fourth Session of the Conference of the Parties to the United Nations Framework Convention on Climate Change (FCCC/CP/1998/12, September 29, 1998)

Annex B

SYNTHESIS OF PROJECTS UNDER IMPLEMENTATION IN THE AREA OF CLIMATE CHANGE

1. The Secretariat, in consultation with the Implementing Agencies, is monitoring progress in the operational programs, in accordance with the criteria that were established for each. The first review of the programs began in February 1998 and was conducted through the focal area Task Forces that comprise representatives of the three Implementing Agencies and a chair from the Secretariat. Recognizing the early state of program implementation, the purpose of the ongoing review was:

(a) to record progress in meeting stated objectives;
(b) to identify current gaps;
(c) to record the current pipeline;
(d) to identify strategic and operational policy issues;
(e) to estimate areas of country driven demand within the programs; and
(f) to match program gaps with country demand in order to manage the pipeline effectively.

2. The results of this review, presented below, were included in the GEF Corporate Business Plan[1] submitted to the GEF Council and used to project program resource requirements over the business planning period, to identify the types of operations which need to be emphasized for GEF to achieve programmatic impact, and to identify necessary elements in the complementary work programs of the other GEF units.

Frameworks for monitoring progress and evaluating impacts

3. The operational programs are based on a program logical framework: projects produce outputs; the outputs of many complementary projects (whether GEF financed or otherwise) lead to the expected outcomes; and these outcomes address the program objectives. Success at each stage can be monitored, and examples of the monitoring and evaluation methodologies and tools needed to do so have been described in the program documents.[2]

4. Two specific steps are being taken to improve programmatic performance:

(a) GEF-wide and program-level monitoring frameworks, and performance indicators are being developed by the monitoring and evaluation unit in conjunction with the Task Forces; and
(b) project preparation (such as that funded by PDF resources) will henceforth demonstrate clearly how the project will contribute to the desired programmatic impact, e.g., baseline assessments, the complementarity of other efforts in removing barriers and in financing follow-up investments in specific energy markets, and the extent to which costs of a target technology will be lowered as the result of the project.

Monitoring progress

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1 See *GEF Corporate Business Plan FY00-FY02* (GEF/C.12/11, September 1998), GEF Council October 14-16, 1998, Agenda Item 12.

[2] *Operational Programs*, Global Environment Facility, Washington, D.C., June 1997

5. The main factors influencing the development of the portfolios will be:
   (a) the influence of new mechanisms for climate change support;
   (b) the introduction of contingent financing to encourage economically attractive energy conservation, energy efficiency, and renewable energy projects;
   (c) the development of a strategic partnership with the World Bank to leverage support for renewable energy and to provide support on a programmatic basis;
   (d) management of the operational program for reducing the long-term costs of low greenhouse gas-emitting energy technologies (Operational Program 7) to ensure that available funds are concentrated in such a way that programmatic benefits are reasonably assured; and
   (e) the phasing in of the two new programs in the climate change area.

Operational Program 5: Removal of barriers to energy efficiency and energy conservation

6. The resources allocated within this program have been below the previously expected $50 million to $100 million per year. The main imbalance appears to be in the type of project financed: currently generic demand-side management (DSM) programs account for two thirds of the portfolio, and there has been a tendency for project types that win GEF approval to be repeated in other countries (e.g., the proposals for energy service companies, or "ESCOs"). The main challenges in FY00-FY02 will be to facilitate replication of successful GEF projects using non-GEF resources, rather than to repeat finance projects that have already been well demonstrated, and to apply the most innovative financing modalities where appropriate.

7. *Replication.* First, there is a need to build on the solid work so far by encouraging dissemination of results and replication by others. This operational program, more than any other, is based on the assumption that after catalytic GEF action, a highly rewarding market will open. Once this has been demonstrated, it would be clearly in the national interest of the country (and other similar countries) to replicate the activity, and this would be clearly justified without GEF support. It is expected then that the nature of GEF support would shift over time from the initial demonstrations of barrier removal to dissemination with some assistance with replication (including implementing agencies support from their regular programs and facilitated donor support).

8. *Innovative financing modalities.* Second, because the investments made possible by "barrier removal" are expected to be highly attractive financially, it may be possible to shift support from barrier removal activities such as technical assistance to contingent finance of the investments. This would be highly cost-effective, because GEF would not need to make financial transfers in the most common situations (where projects prove to be self-liquidating); lead to a more accurate assessment of incremental costs because these would be measured after the activity has been implemented rather than estimated in advance; and highly catalytic, because countries would be freed of the risk that a new technique will impose additional costs on their development. Contingent GEF support in the form of guarantees would encourage commercial financiers to make the necessary capital investments in new energy conservation methods even though these are higher in cost than the alternative less efficient methods. In most cases GEF funds could either be recovered or reinvested through revolving funds in similar activities. Wider application of such

approaches (e.g., contingent loans, contingent grants, and partial risk guarantees) would leverage even more private sources by being tailored to the specific market perceptions. The Secretariat is currently working with the World Bank to analyze this modality and will assist the Implementing Agencies in developing for Council consideration specific project proposals incorporating contingent financing.

Operational Program 6: Promoting the adoption of renewable energy by removing barriers and reducing implementation costs

9. The resources allocated to this program have been lower than the expected average commitment of $100 million to $150 million for five to ten years ($29 million in FY97; $45 million in FY98). This program has promoted a wide variety of renewable energy technologies ranging from low-temperature solar thermal; biomass; geothermal; wind, hydro, and photovoltaic power for rural electricity supply; and grid-connected wind farms and photovoltaics.

10. It has been difficult on occasions to design projects that will have the intended programmatic impact, because it is necessary to identify all the main market barriers and to provide assurance that they will all be removed – either through the GEF project or through complementary efforts. Discussions are now underway with the World Bank to develop for Council consideration, strategic partnerships with requesting countries to transform entire markets for renewable energy. The first proposals, which would set the details of this modality, are expected in December 1999. If approved, the main challenge in FY00-FY02 for this Operational Program would be to develop and build such integrated strategic partnerships on country and Implementing Agency commitments. These are expected to accelerate the rate of GEF resource transfers to quality market-transforming projects, thereby greatly increasing programmatic impact.

Operational Program 7: Reducing the long-term costs of low greenhouse gas-emitting technologies

11. The allocations to this program had been expected to be about $100 million in FY97 and to double in five to ten years. At present the rate is lower, $41 million in FY97 and only project preparation funding in FY98, although the Implementing Agencies anticipate that their pipeline will grow to about $200 million for the next three years.

12. The projects in the current portfolio are in Brazil and India, while projects for China, Egypt, Jordan, Morocco, and Kazakhstan are expected to enter the pipelines shortly. Projects have been approved for biomass gasification and for solar-thermal power generation. Fuel cell bus projects are being prepared for four cities in Mexico, Egypt, Brazil, and India, and preparation has already taken place in China. This still leaves some gaps – technologies in the approved scope of this program for which no proposals have been received. These gaps are: biomass feedstock for liquid conversion processes, large-scale grid-connected wind-power, and fuel cells for distributed combined heat and power.

13. The main operational challenge in FY00 to FY02 though is neither to increase the rate of allocation as such nor to fill the technology "gaps", but to ensure a critical mass for whatever technologies are supported (i.e., to ensure that there will be enough projects of a given type to

have the cost-reducing impact that is the rationale for this program). This portfolio issue will now be addressed in the project preparation phase of new projects (to outline the portfolio assumptions for cost reductions of the specific technology); through a more active search for country-driven opportunities in these technologies that can be supported by GEF, other donors, or the regular work programs of the Implementing Agencies; and through sequencing GEF support to ensure that diversifying the scope of technologies does not come at the expense of obtaining a critical mass for the technologies already supported.

14. There is also a challenge to financial planning, because the investments in Operational Program 7 are few but costly. The projected allocations from year to year are therefore quite lumpy. Even implementation creates challenges such as projecting disbursements and scheduling GEF encashments. For example, if three quick disbursing projects of $40 million apiece experience delays, $120 million in disbursements could be shifted between financial years.

Enabling activities

15. One hundred and thirteen countries have been supported with climate change enabling activities so far, and the first round of these activities should be fully covered by the end of FY99.

Short term response measures in climate change

16. Unlike projects in the Operational Programs, short term projects are not reviewed on their likely programmatic impacts but as individual low risk priority projects that are expected to be extremely cost-effective.[3] It was also anticipated that such projects would remain a relatively modest proportion of the portfolio, and in fact they constituted only 16 per cent of the climate change portfolio until February 1998.[4]

17. The main challenge has been to demonstrate that the proposals were the country's "highest priority for funding," in the absence of a National Communication to the FCCC. Now that some such reports have been submitted, this may be easier. Otherwise, other indicators of country ownership will need to be rigorously applied.

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[3] *Operational Strategy*, page 38.

[4] See *Operational Report on GEF Programs*, Global Environment Facility, Washington, D.C., October 1998

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Item 2 (e) of the provisional agenda

ORGANIZATIONAL MATTERS

ADMISSION OF ORGANIZATIONS AS OBSERVERS

Admission of observers: intergovernmental and non-governmental organizations

Note by the secretariat

1. The admission of intergovernmental and non-governmental organizations as observers is governed by Article 7, paragraph 6, of the Convention, which provides, *inter alia*, that "any body or agency, whether national or international, governmental or non-governmental, which is qualified in matters covered by the Convention, and which has informed the secretariat of its wish to be represented at a session of the Conference of the Parties as an observer, may be so admitted unless at least one third of the Parties present object."

2. At its first session, the Conference of the Parties (COP), further to a proposal by the President, agreed that the secretariat should invite to the future sessions of the Conference and its subsidiary bodies, all intergovernmental and non-governmental organizations admitted at that session and at future sessions, unless an objection was raised to any particular organization in accordance with the Convention and the rules of procedure (FCCC/CP/1995/7, para. 22). Consequently, all the organizations admitted to previous sessions (with the exception of those which were admitted to the third session of the Conference of the Parties only) have been invited to attend the fifth session, and the procedure for admission to the Conference of the Parties applies to new applicants only.

3. In this context, the secretariat has prepared a new list of intergovernmental and non-governmental organizations that have expressed a wish to be admitted to the fifth session of the Conference of the Parties (COP 5), for consideration by the Parties at the start of the session.

This new list includes all intergovernmental and non-governmental organizations that have requested and been accorded pre-admittance status to COP 5. In drawing up the list, the secretariat has taken due account of the provisions of Article 7, paragraph 6, of the Convention and of the established practice whereby non-governmental organizations are required to furnish proof of their non-profit (tax-exempt) status in a State Member of the United Nations or of a specialized agency, the International Atomic Energy Agency or to Parties to the International Court of Justice.

4. The Bureau of the Conference of the Parties has considered the list of applicants and raised no objection to the organizations listed in the attached annex. These organizations have been advised of their "pre-admittance status" on the understanding that the final authority for the admission of observers rests with the Conference of the Parties.

5. In the light of the above, the Conference is invited at its first plenary meeting to accord observer status to the intergovernmental and non-governmental organizations in the attached list.

Annex

New list of organizations that have expressed their wish to be admitted as observers at the fifth session of the Conference of the Parties

INTERGOVERNMENTAL ORGANIZATIONS

1. Center for International Forestry Research, CIFOR, Bogor, Indonesia

2. Regional Environment Center for Central and Eastern Europe, REC, Szentendre, Hungary

NON-GOVERNMENTAL ORGANIZATIONS

1. Association Internationale Forêts Méditérranéennes, AIFM, Marseille, France

2. Bangladesh Centre for Advanced Studies, BCAS, Dhaka, Bangladesh

3. Business and Industry Advisory Committee to the OECD, BIAC, Paris, France

4. CEE Bankwatch Network, Prague, Czech Republic

5. Citizens Environmental Foundation, CEF, Kyoto, Japan

6. Confédération Européenne des Propriétaires Forestiers, CEPF, Brussels, Belgium

7. Deutsche Gesellschaft für die Vereinten Nationen e.V (DGVN), Bonn, Germany (German United Nations Association)

8. Deutsche Gesellschaft für seltene Kulturpflanzen e.V. , DGSK e.V., Niederschach, Germany
(German Association for Rare Cultivated Plants)

9. EnterpriseWorks Worldwide, Washington, DC, USA

10. EUROHEAT & POWER, unichal, Brussels, Belgium

11. European Landowners' Organization/Organisation de la Ruralité et du Milieu européen, ELO/ORME, Brussels, Belgium

12. European Union of the Natural Gas Industry, EUROGAS, Brussels, Belgium

13. Fachhochschule Münster, Münster, Germany

14. Federation of Canadian Municipalities, FCM, Ottawa, Canada

15. Helio International (Global Energy Sustainability Observatory), HELIO, Paris, France

16. Institute for European Environmental Policy, IEEP, London, UK

17. Instituto ECOAR for Citizenship, ECOAR, Sao Paulo, Brazil

18. International Cogeneration Alliance, ICA, Edinburgh, UK

19. Kyoto University, Institute of Economic Research, Kyoto, Japan

20. Leadership for the Environment and Development - Europe, LEAD, Bonn, Germany

21. Princeton University, New York, USA

22. Rheinisch-Westfalisches Institut for Wirtschaftsforschung e.V., RWI, Essen, Germany (Rhine-Westphalia Institute for Economic Research)

23. Tsinghua University, Global Climate Change Institute, GCCI, Beijing, China

24. University of St. Gallen, Institute for Economy and the Environment, IWOe-HSG, St Gallen, Switzerland

25. University of Tampere, UTS, Tampere, Finland

26. U.S. Combined Heat and Power Association, U.S.CHPA, New York, USA

27. Young People in Social Action, YPSA, Dhaka, Bangladesh

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ORGANIZATIONAL MATTERS

ADMISSION OF ORGANIZATIONS AS OBSERVERS

Admission of observers: intergovernmental and non-governmental organizations

Note by the secretariat

Addendum

1. In addition to the list of intergovernmental and non-governmental organizations contained in document FCCC/CP/1999/4, a further list of non-governmental organizations that have applied for accreditation as observers since the deadline of 15 August 1999 has been prepared by the secretariat (see annex).

2. The Bureau of the Conference of the Parties has considered this further list of non-governmental organizations and raised no objections to the organizations contained therein. These organizations have been advised of their "pre-admittance status" for the fifth session of the Conference of the Parties, on the understanding that the final authority of admission rests with the Conference of the Parties.

3. The Conference of the Parties is invited to accord observer status to the organizations contained in this addendum, in addition to those contained in document FCCC/CP/1999/4.

Annex

Further list of applicant organizations that have expressed their wish to be admitted as observers at the fifth session of the Conference of the Parties

NON-GOVERNMENTAL ORGANIZATIONS

1. American Society of Heating, Refrigerating and Air-Conditioning Engineers, Inc. (ASHRAE), New York, United States of America

2. Global Environmental Action, (GEA), Tokyo, Japan

3. Global Environmental Forum, Tokyo, Japan

4. Japanese Trade Union Confederation (RENGO), Tokyo, Japan

5. Railway Technical Research Institute, RTRI, Tokyo, Japan

6. Rheinische Friedrich-Wilhelms-Universität, Bonn, Germany

7. Technical University of Darmstadt, Interdisciplinary Research Group Science, Technology and Security, IANUS, Darmstadt, Germany

8. Thermal and Nuclear Power Engineering Society, TENPES, Tokyo, Japan

9. World LP Gas Association (WLPGA), Paris, France

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ORGANIZATIONAL MATTERS.

ADOPTION OF THE REPORT ON CREDENTIALS

Report of the Bureau

I. Introduction

1. In accordance with rule 19 of the draft rules of procedure, being applied, "the credentials of representatives as well as the names of alternate representatives and advisers shall be submitted to the secretariat if possible not later than twenty-four hours after the opening of the session. Any later change in the composition of the delegation shall also be submitted to the secretariat. The credentials shall be issued either by the Head of State or Government or by the Minister of Foreign Affairs or, in the case of a regional economic integration organization, by the competent authority of that organization.

2. Furthermore, rule 20 of the draft rules of procedure, being applied, provides that "the Bureau of any session shall examine the credentials and submit its report to the Conference of the Parties."

3. The present report is submitted to the Conference of the Parties in the light of the foregoing.

II. Credentials of Parties to the fifth session of the Conference of the Parties

4. On 4 November 1999, the Bureau met to examine the credentials submitted by Parties to the Convention.

5. The Bureau had before it a memorandum dated 3 November 1999 from the Executive Secretary on the status of credentials of representatives participating in the Conference. The information in this memorandum is reflected below.

6. Formal credentials issued by the Head of State or Government or by the Minister for Foreign Affairs, as provided for in rule 19 of the draft rules of procedure being applied, have been received by the secretariat for the representatives of the following 127 Parties participating in the Conference: Albania, Algeria, Antigua and Barbuda, Argentina, Armenia, Australia, Austria, Bahamas, Barbados, Belgium, Benin, Bhutan, Bolivia, Botswana, Brazil, Bulgaria, Burkina Faso, Burundi, Cambodia, Canada, Chile, China, Colombia, Cook Islands, Costa Rica, Croatia, Cuba, Czech Republic, Denmark, Djibouti, Dominica, Dominican Republic, Egypt, Eritrea, Estonia, Ethiopia, Fiji, Finland, France, Gambia, Germany, Guatemala, Guinea, Guinea-Bissau, Guyana, Haiti, Honduras, Hungary, Iceland, India, Iran (Islamic Republic of), Ireland, Jamaica, Japan, Jordan, Kenya, Kiribati, Kuwait, Lao People's Democratic Republic, Latvia, Libyan Arab Jamahiriya, Liechtenstein, Lithuania, Luxembourg, Malaysia, Maldives, Mali, Malta, Mauritania, Mauritius, Mexico, Micronesia (Federated States of), Mongolia, Morocco, Mozambique, Myanmar, Nauru, Nepal, Netherlands, New Zealand, Nicaragua, Niger, Nigeria, Norway, Oman, Pakistan, Panama, Paraguay, Peru, Philippines, Poland, Qatar, Republic of Korea, Romania, Russian Federation, Saint Lucia, Samoa, Saudi Arabia, Seychelles, Sierra Leone, Singapore, Slovakia, Slovenia, South Africa, Spain, Sri Lanka, Sudan, Swaziland, Sweden, Switzerland, Syrian Arab Republic, Thailand, The former Yugoslav Republic of Macedonia, Trinidad and Tobago, Turkmenistan, Tuvalu, Uganda, United Arab Emirates, United Kingdom of Great Britain and Northern Ireland, United Republic of Tanzania, United States of America, Uruguay, Uzbekistan, Vanuatu, Viet Nam, Yemen and Zambia.

7. Information concerning the appointment of representatives participating in the Conference has been communicated by means of facsimile in the form of letters or notes verbales from ministries, embassies, permanent missions to the United Nations or other government offices or authorities, or through local United Nations offices, by the following 36 Parties participating in the Conference: Azerbaijan, Bangladesh, Central African Republic, Chad, Comoros, Congo, Côte d'Ivoire, Democratic Republic of the Congo, Ecuador, El Salvador, European Community, Georgia, Ghana, Greece, Indonesia, Israel, Italy, Kazakhstan, Lebanon, Lesotho, Malawi, Monaco, Niue, Papua New Guinea, Portugal, Republic of Moldova, Rwanda, Senegal, Solomon Islands, Suriname, Togo, Tonga, Tunisia, Ukraine, Venezuela and Zimbabwe.

8. Consequently, the President proposed that the Bureau should accept the credentials of all the representatives mentioned in the memorandum of the Executive Secretary, on the understanding that formal credentials for the representatives referred to in paragraph 7 above would be communicated to the secretariat as soon as possible. The Bureau accepted the proposal and agreed to submit the present report to the Conference. The Bureau further agreed to recommend to the Conference that it take note of this report.

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